

**General Presbyter**  
**Presbytery of Albany, Presbyterian Church (USA)**

**Position:** Full-time General Presbyter

**Term:** Three years

Albany Presbytery is seeking a leader who will be a single point of contact with constituent congregations, mid-councils, and the national church, serving to strengthen connections amongst us as a group. This leader will give the Presbytery the stability it needs to discern our future and to reimagine our committee and leadership structure.

**Albany Presbytery needs a creative leader to help the Presbytery**

- Reimagine how we do work and share leadership
- Use our assets to support thriving ministry and mission
- Build a sense of community across our various demographics
- Develop, with elected leaders, a strategic plan to implement the changes Albany Presbytery deems imperative

**The General Presbyter**

This is a position of transitional leadership that will guide Albany Presbytery through a time of visioning and restructuring. The person chosen for this position shall:

- Coordinate work between the working groups of the Presbytery and keep them apprised about critical issues facing the Presbytery
- Facilitate opportunities for pastors (active and retired), and ruling elder members to mutually support one another and build connections through idea sharing, care, and education.
- Be present for church transitions e.g. pastoral changes, building closures, anniversaries, and installations; and as a pastoral presence to pastors and congregations as needed
- Work with the Stated Clerk to make public statements and provide pastoral leadership as appropriate
- Work with the Chaplain to attend to the pastoral care of pastors.
- Supervise Presbytery staff, serving as head of staff
  - Support the Chaplain, review the Chaplain's reports, offer pastoral or coaching as needed
  - Address personnel concerns (refer to Personnel Committee as needed)
  - Participate with the Personnel Committee in the annual evaluations and goal setting for other Presbytery staff
- Oversee administrative and organizational functions of the Presbytery:
  - Implement personnel policies as they pertain to staff and minister members e.g. Sexual Harassment Prevention Training
  - Coordinate with the Stated Clerk for legal and ecclesiastical issues
  - Attend all Presbytery meetings. As possible, participate in appropriate gatherings of the Synod of the Northeast and the General Assembly.
  - Call and lead regular staff meetings
  - Meet with the Trustees and Committee on Ministers and Congregations to provide pastoral and administrative guidance

**The qualified candidate will**

- have skills in transitional leadership, pastoral care, consensus building, conflict mediation, and vision casting
- have excellent interpersonal skills; be able to communicate effectively both verbally and in writing; and be well organized.
- have administrative experience, being able to keep track of both details and broad vision with the help of presbytery staff, elected leadership and committee members.
- be a Minister of Word and Sacrament or a Ruling Elder of the Presbyterian Church, USA, and have a working knowledge, understanding and commitment to the church's Book of Confessions and Book of Order.

This position requires the chosen individual to reside within the bounds of Albany Presbytery.

Effective Annual Salary based upon years of experience:

\$65,000 - \$75,000

With benefits package: \$97,500 - \$112,000

Interested persons should send a cover letter, faith statement, and CV to [albanypressearch@gmail.com](mailto:albanypressearch@gmail.com)